

3105 - STRUCTURAL ENGINEER

NATURE OF WORK

Responsible technical work in enforcing compliance with applicable national, state, and local laws, codes, ordinances, and regulations in the City's Building Department. Work involves structural inspection of existing buildings and structures including historic buildings, making assessment on structural integrity of various structural components of the buildings and preparing comprehensive structural reports. Responsible for procedures required for filing cases before the Dade County Unsafe Structures Board.

ILLUSTRATIVE EXAMPLES OF ESSENTIAL DUTIES

Performs detailed structural inspection of existing buildings and structures, and evaluates site conditions, layout, materials, construction methods, design and specifications, and makes assessment on structural integrity of buildings, structures or parts thereof.

Plans, organizes and prepares comprehensive structural reports on existing buildings, structures or part thereof.

Recommends methods, materials, and equipment required in shoring, protecting and stabilizing fire-damaged and /or unsafe buildings.

Assists in the administration of the City's Board Up program which includes coordination with contractors, engineers and owners of failed, fire-damaged, unsafe or suspected soon-to-fail buildings.

Interprets and explains regulations and standards, and disseminates technical advice to interested parties including subordinates, other sections and agencies, and the public.

Conducts emergency field inspections as needed, and investigates and resolves complaints.

Testifies in court and before related boards; obtains documentation; and prepares testimony.

Prepares and maintains reports, records, and correspondence concerning structural inspection activities.

Performs related work as required.

KNOWLEDGE, SKILLS AND ABILITIES

Considerable knowledge of national, state, and local laws, codes, ordinances, and regulations regarding construction, alteration, and repair of buildings and other structures.

Knowledge of general building design and construction.

Knowledge of good construction practices.

Knowledge of City and departmental rules, regulations procedures, and policies.

Knowledge of effective practices in planning, scheduling, assigning, directing, coordinating and evaluating the functions of the section.

Ability to read and interpret blueprints, plans, drawings, specifications, and diagrams to determine

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conformance with standards.

Ability to read, understand, apply, explain, and interpret regulations.

Ability to make highly technical inspections and render valid decisions.

Ability to enforce regulations tactfully, firmly, and impartially.

Ability to establish and maintain effective working relationships with other employees, agencies, and the public.

Ability to communicate effectively both verbally and in writing.

Ability to make arithmetic and statistical computations with speed and accuracy.

Ability to use appropriate computer software in analysis, calculations, and record keeping. Ability to testify effectively in court and related boards.

Ability to research data and original legal documents and other instruments of law.

Ability to prepare clear and concise records, reports, correspondence, and other documentation

Ability to complete forms legibly and accurately.

MINIMUM REQUIREMENTS

Bachelor of Science Degree in Civil Engineering or Civil Engineering Technology. Must be a registered Professional Engineer licensed in the State of Florida. Minimum of three years experience in civil or structural engineering.

PHYSICAL REQUIREMENTS

Must have the use of the sensory skills in order to effectively communicate and interact with other employees and the public through the use of the telephone and personal contact. Physical capability to effectively use and operate various items of office related equipment, such as, but not limited to, personal computer, calculator, copier and fax machine. Some standing, walking, moving, climbing, bending, kneeling, crawling, and reaching. Must have the physical ability to bend, crawl and climb over construction sites and within buildings. Must be able to drive an automobile and perform on-site inspections at locations which may not be accessible to the physically handicapped.

SUPERVISION RECEIVED

General and specific assignments are received from the Assistant Building Director. Work is performed with some latitude for the use of independent judgement. Work is reviewed on a frequent basis and evaluated through verbal and written reports.

SUPERVISION EXERCISED

May supervise clerical and technical personnel.

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